

MANSFIELD TOWNSHIP REORGANIZATION MEETING JANUARY 1, 2016

This is the Reorganization Meeting of the Township Committee. The notice requirements of the law have been satisfied for this meeting by notice to the Star-Gazette and the Express Times and posting in the Municipal Building, stating the time, date and location thereof.

Meeting called to order by Mayor Michael Clancy, at 12:00 noon with the following Committee present: Mr. Misertino, Mr. Watters, Mrs. Kocher, Mrs. Korczukowski, Mayor Clancy

Salute to the flag was done by all.

Mayor Clancy conducted the Swearing In Ceremony for Sergeant Anthony Sillett.

Dena Hrebenak read the Certification of Election for Joseph Watters as Township Committee Member for a term of three (3) years.

Dena Hrebenak conducted the swearing in ceremony and Oath of Office for Joseph Watters as Township Committee member.

ELECTION OF MAYOR:

BE IT RESOLVED, that Shirley Kocher be appointed Mayor of the Township of Mansfield for the year 2016.

Mr. Clancy moved the foregoing resolution for adoption, which was seconded by Mrs. Korczukowski.

Ayes –Mr. Clancy, Mrs. Korczukowski, Mayor Kocher
Abstained – None
Nay – Mr. Misertino, Mr. Watters
Absent – None

Dena Hrebenak conducted the swearing in ceremony and Oath of Office for Shirley Kocher as Mayor of the Township of Mansfield for the year 2016.

DEPUTY MAYOR:

BE IT RESOLVED, that Michael Clancy be appointed Deputy Mayor of the Township of Mansfield for the year 2016.

Mrs. Kocher moved the forgoing resolution for adoption, which was seconded by Mrs. Korczukowski.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher
Abstained – None
Nay – None
Absent – None

Dena Hrebenak conducted the swearing in ceremony and Oath of Office of Michael Clancy as Deputy Mayor of the Township of Mansfield for the year 2016.

OFFICE ON AGING:

Mayor Kocher appointed Carol McKevitt as Mansfield Township Office on Aging Representative for the year 2016, which was seconded by Mr. Watters.

Mayor Kocher appointed Carol McKeivitt, Senior Citizens Coordinator for the year 2016, which was seconded by Mr. Watters.

EMERGENCY MANAGEMENT DIRECTOR:

BE IT RESOLVED, that Robert Griffith be appointed Emergency Management Director for a three year term to begin 1/1/2016 through 12/31/2018.

BE IT RESOLVED, that Richard Heurich be appointed Deputy Emergency Management Director for a term to begin 1/1/2016 through 12/31/2018.

Mayor Kocher made a motion to approve this appointment, which was seconded by Mr. Clancy.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

RECYCLING COORDINATOR AND CLEAN COMMUNITIES COORDINATOR:

BE IT RESOLVED, that JoAnn Fascenelli be appointed Recycling Coordinator and Clean Communities Coordinator for the Township of Mansfield for the year 2016.

Mayor Kocher made a motion to approve the foregoing appointment, Mr. Clancy seconded the motion.

ENVIRONMENTAL COMMISSION APPOINTMENTS:

Mayor Kocher appointed Elaine Drazek as a member of the Environmental Commission for a three year term, which expires 12/31/18.

Mayor Kocher appointed James McMekin as a member of the Environmental Commission for a three year term, which expires 12/31/18.

Mayor Kocher appointed Alison Lorentson as a member of the Environmental Commission for a three year term, which expires 12/31/18.

Mayor Kocher moved said appointments, Mrs. Korczukowski seconded the motion.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

LAND USE BOARD APPOINTMENTS:

Mayor Kocher appointed herself/himself as the Class I Member to the Mansfield Township Planning Board term to expire

12/31/16.

Mayor Kocher appointed Elaine Drazek as the Class II Member to the Mansfield Township Planning Board term to expire 12/31/2016.

Mayor Kocher appointed Cindy Korczukowski as the Class III Member to the Mansfield Township Planning Board term to expire 12/31/2016.

Mayor Kocher appointed Ali Vaezi as a Class IV member to the Mansfield Township Planning Board term to expire 12/31/2019.

Mayor Kocher appointed Patrick Creedon as a First Alternate member to the Mansfield Township Planning Board term to expire 12/31/2016.

Mayor Kocher appointed Scott Cruets as a Third Alternate to the Mansfield Township Planning Board term to expire 12/31/16.

Mayor Kocher appointed Ronald Hayes as a Fourth Alternate to the Mansfield Township Planning Board term to expire 12/31/16.

OPEN SPACE, FARMLAND PRESERVATION, CONSERVATION, HISTORICAL AND RECREATION ADVISORY COMMITTEE:

Mayor Kocher appointed Cindy Korczukowski to serve as a Township Committee member for a 1 year term which will expire 12/31/16.

Mayor Kocher appointed Richard Rosenblum to serve as the Recreation Committee member for a 2 year term which will expire 12/31/2017.

Mayor Kocher appointed Brad Smith to serve as an Agricultural member for a 2 year term which will expire 12/31/17.

Mayor Kocher appointed Andy Parke to serve as a Historic Sites/Preservation member for a 3 year term which will expire 12/31/18.

Mr. Watters expressed his concerns with the appointment of Mr. Smith.

Mayor Kocher allowed Mr. Smith to address the concerns of Mr. Watters.

Mrs. Korczukowski moved said appointments, Mr. Clancy seconded the motion.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

Mr. Watters made a motion to appoint Matt Weiglus as the Citizen member for a 2 year term which will expire 12/31/2016, which was seconded by Mr. Misertino.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy

Abstained – None
Nay – Mrs. Korczukowski, Mayor Kocher
Absent – None

WARREN COUNTY SOLID WASTE ADVISORY COUNCIL:

Mayor Kocher appointed Joseph Watters to the Warren County Solid Waste Advisory Council for a one year term, which expires 12/31/16, Mrs. Korczukowski seconded the motion.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher
Abstained – None
Nay – None
Absent – None

RECREATION COMMISSION:

Mayor Kocher appointed Chris Ghio as Recreation Committee member for a three year term which will expire 12/31/2018, which was seconded by Mr. Clancy.

Mayor Kocher appointed Tom Staada as Recreation Committee member for a three year term which will expire 12/31/2018, which was seconded by Mr. Clancy.

Mayor Kocher appointed Dave Moreno as Recreation Committee member for a three year term which will expire 12/31/2018, which was seconded by Mr. Clancy.

RESOLUTION 2016-01

TOWNSHIP OF MANSFIELD

WARREN COUNTY, NEW JERSEY

WHEREAS, there exists a need for the service of a Township Attorney in the Township of Mansfield for legal services and advice to the Mayor and Township Committee; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:1 1-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, in the County of Warren as follows:

1. The agreement with Michael Lavery with the law office of Lavery, Selvaggi, Abromitis, & Cohen is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:1 1-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law. A copy of the Agreement is on file for inspection with the Clerk of the Township of Mansfield.
2. A notice of this action shall be printed once in the Star-Gazette.

Mr. Clancy moved resolution 2016-01 for adoption, which was seconded by Mr. Watters.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

RESOLUTION 2016-02

TOWNSHIP OF MANSFIELD

WARREN COUNTY, NEW JERSEY

WHEREAS, there exists a need for the service of a Township Engineer and in the Township of Mansfield for engineering and zoning services; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:1 1-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, in the County of Warren as follows:

1. The agreement with Michael Finelli, with the Engineering Office of Finelli Engineering is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:1 1-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law. A copy of the Agreement is on file for inspection with the Clerk of the Township of Mansfield.
2. A notice of this action shall be printed once in the Star-Gazette.

Mr. Watters made a motion to award the Engineering Professional Service to Pennoni Engineering.

Seeing there was no second the motion died.

Mayor Kocher moved resolution 2016-02 for adoption, which was seconded by Mr. Clancy.

Ayes – Mr. Misertino, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – Mr. Watters

Absent – None

RESOLUTION 2016-03

APPOINTMENTS TO CERTAIN MUNICIPAL OFFICES AND

POSITIONS FOR THE YEAR 2016:

BE IT RESOLVED, that the following persons be and each is hereby appointed for a period of one (1) year commencing January 1, 2016 to the following respective municipal offices and/or positions of the Township of Mansfield:

Court Administrator	Jerilynn Harris
Deputy Court Administrator/ Court Assistant	Vera Hart
2 nd Deputy Court Administrator/ Court Assistant	Lisa Rudd
Violation Clerks	Rosemarie Hoover
Court Security	Glenn Hawkswell Pat Mannon
Alternate Court Administrator	Irene Brownell
Tax Finance Clerk	JoAnn Fascenelli
Deputy Treasurer	JoAnn Fascenelli
Deputy Clerk/Deputy Registrar	JoAnn Griffith
Machinery Operators	Keith Beam Edward Watters John Tate Harry Appleby, Jr.
PT DPW Laborer/Snow Plow Drivers	Joe Farino Brian Bartiromo
Animal Control Officer	Kim Bennett
Planning Board Secretary	Patti Zotti
Certified List Officer	Bernard Murdock
Police Secretary	Joan Kries

Mr. Clancy moved the passage of Resolution 2016-03 for adoption, which was seconded by Mrs. Korczukowski.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

RESOLUTION 2016-04

TOWNSHIP COMMITTEE
SUBORDINATE COMMITTEES
AND APPOINTMENTS

BE IT RESOLVED, that the following subordinate committees be established and chaired as follows for the year 2016:

	<u>CHAIR PERSON</u>	<u>VICE CHAIR PERSON</u>
Municipal Alliance	Shirley Kocher	Cindy Korczukowski
Public Buildings Public Works	Shirley Kocher	Cindy Korczukowski
Shared Services	Joe Watters	Michael Clancy
Police & Safety	Michael Clancy	Shirley Kocher
Fire & Emergency Management	Cindy Korczukowski	Michael Clancy
Recreation	Michael Misertino	Michael Clancy
Environmental Comm.	Joseph Watters	Michael Misertino
Finance	Michael Misertino	Shirley Kocher
Judiciary	Michael Misertino	Joseph Watters
Personnel	Cindy Korczukowski	Michael Clancy
School Liaison	Joseph Watters	Shirley Kocher
Economic & Industrial Dev. Advisory Council	Shirley Kocher	Cindy Korczukowski
Open Space	Cindy Korczukowski	Joseph Watters

Mayor Kocher moved the passage of Resolution 2016-04 for adoption, Mr. Clancy seconded the motion.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

**RESOLUTION 2016-05
RESOLUTION APPOINTING A CERTIFIED
MUNICIPAL CHIEF FINANCIAL OFFICER**

WHEREAS, the Township is currently in a Shared Service for the position of Chief Financial Officer and d Municipal Finance Officer (“CMFO”) for the Township of Mansfield; and

WHEREAS, the statutes governing said position established that the current term of office, to which appointment shall be made, beginning January 1, 2016 and expires December 31, 2019 (N.J.S.A. 40A:9-140.10); and

WHEREAS, the Township Committee has interviewed and determined that Charles Daniel is qualified to serve as the CMFO;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey as follows:

1. Charles Daniel, CMFO is hereby appointed Certified Municipal Finance Officer of the Township of Mansfield for a four year term beginning January 1, 2016 through December 31, 2019.
2. A certified copy of this Resolution shall be filed with the Department of Community Affairs of the State of New Jersey within 7 days of the date thereof.

Mr. Clancy moved the passage of Resolution 2016-05 for adoption, Mrs. Korczukowski seconded the motion.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

RESOLUTION 2016-06

CASH MANAGEMENT PLAN

**CASH MANAGEMENT PLAN OF THE TOWNSHIP OF MANSFIELD
IN THE COUNTY OF WARREN, NEW JERSEY**

I. STATEMENT OF PURPOSE.

This Cash Management Plan (the “Plan”) is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits (“Deposits”) and investment (“Permitted Investments”) of certain public funds of the Township, pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest or dividend bearing accounts or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that

the decisions made with regard to the Deposits and the Permitted Investments will be done to insure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

II. **CASH MANAGEMENT POLICY**

A. **Objectives:** The priority of investing policies shall be, in order of descending importance, security, liquidity, and yield.

(1) **Security:** The safety of principal is the foremost objective of the cash management plan. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective is to mitigate credit risk and interest rate risk.

(2) **Credit Risk:** Credit risk is the risk of loss due to failure of the security issuer or backer. Credit risk may be mitigated by:

- (a) Limiting investments to the safest types of securities.
- (b) Pre-qualifying the financial institutions, broker/dealers, intermediaries, and advisors with which an entity will do business.
- (c) Diversifying the investment portfolio so that potential losses on individual securities will be *minimized*.

3) **Interest Rate Risk:** Interest rate risk is the risk that the market value of the securities in the portfolio will fall due to changes in general interest rates. Interest rate risk may be mitigated by:

- (a) Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity, and
- (b) By investing operating funds primarily in shorter-term securities.

(4) **Liquidity:** The investment portfolio must remain sufficiently liquid to meet all structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity).

(5) **Yield:** The investment portfolio must be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of least importance compared to the safety and liquidity objective described above.

B) **Standards of Care**

(1) **Prudence**

The standard of prudence to be used by investment officials shall be the “prudent person” standard

and shall be applied in the context of managing an overall portfolio in accordance with the State Law and this policy. The Chief Financial Officer, acting in accordance with written procedures and this cash management plan and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of the cash management plan and policy.

Investments shall be made with the judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

(2) Ethics and Conflicts of Interest

The designated officials involved in the investment process shall not have personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Actions of individuals involved in administering the cash management plan shall be governed by the Local Government Ethics Law. They shall disclose any personal financial investment positions that could be related to the performance of the investment portfolio. The designated officials shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the Township.

(3) Delegation of Authority

Authority to manage the cash management plan is granted to the Chief Financial Officer pursuant to N.J.S.A. 40A:5-14. Responsibility for the operation of the cash management plan is hereby delegated to the Chief Financial Officer. No person may engage in an investment transaction except as provided under the terms of the policy and the written procedures established by the Chief Financial Officer, The Chief Financial Officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

III. AUTHORIZED INVESTMENTS.

A. Authorized Depositories:

The following institutions are hereby authorized to serve as the primary banks for deposits:

TD Bank
Fulton Bank of New Jersey
Unity Bank

The following institutions are hereby authorized to serve as the primary banks for escrow deposits:

Fulton Bank of New Jersey

TD Bank
Unity Bank

B. Investment of Idle Funds

Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest excess public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:

- (1) Certificates of Deposit in any other institution presenting a GUDPA certificate may be used and approved as a depository by the governing body;
- (2) Government money market mutual funds in any other institution presenting a GUDPA certificate may be used and approved as a depository by the governing body;
- (3) The New Jersey State Cash Management Fund.

IV. SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGMENT OF RECEIPT OF PLAN.

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Township, then such instrument or security shall be covered by all custodial agreements with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Township to assure that there is not unauthorized use of the funds or the Permitted Investments or Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a "delivery versus payment" method to insure that such Permitted Investments are either received by the Township or by a third party custodian prior to or upon the release of the Township's funds.

To assure that all parties with whom the Township deals with by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of the Plan in writing, a copy of which shall be on file with the Designated Officials.

V. REPORTING REQUIREMENTS:

On the first day of each month during which this Plan is in effect, the Designated Officials referred to above shall supply to the governing body of the Township a written report of any Deposits of Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

- A. The name of any institution holding funds of the Township as a Deposit of a Permitted Investment.
- B. The earned income on such Deposits or Permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.
- H. All other information which may be deemed reasonable from time to time by the governing body of

the Township.

VI. TERM OF PLAN.

This Plan shall be in effect from January 1, 2016 to December 31, 2016. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Township committee, the Designated Official is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

Mr. Misertino moved to approve the passage of Resolution 2016-06, Mr. Clancy seconded the motion.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

RESOLUTION 2016-07

TAX SEARCH OFFICER

BE IT RESOLVED, that Amy Monahan be the official Tax Search Officer for the Township of Mansfield for 2016.

Mr. Clancy moved resolution 2016-07 for adoption, Mayor Kocher seconded the motion.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

RESOLUTION 2016-08

ASSESSMENT SEARCH OFFICER:

BE IT RESOLVED, that Dena Hrebenak be the official Assessment Search Officer for the Township of Mansfield for the year 2016.

Mayor Kocher moved resolution 2016-08 for adoption, Mr. Clancy seconded the motion.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

RESOLUTION 2016-09

RESOLUTION

ROGER SKOOG AS MUNICIPAL PROSECUTOR, JENNIFER TOTH AS PUBLIC DEFENDER FOR THE TOWNSHIP OF
MANSFIELD

WHEREAS, the position of Municipal Prosecutor, and Public Defender are filled by persons providing services; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, Warren County, New Jersey as follows:

That Roger Skoog be appointed Prosecutor, Jennifer Toth be appointed Public Defender for the year 2016.

Mr. Clancy moved resolution 2016-09 for adoption, Mayor Kocher seconded the motion.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

RESOLUTION 2016-10

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY, FIXING THE RATE
OF INTEREST TO BE CHARGED ON DELINQUENT TAXES OF ASSESSMENTS

WHEREAS, N.J.S.A.54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for non-payment of taxes or assessments subject to any abatement or discount for the late payment of taxes as provided by law; and

WHEREAS, N.J.S.A.54:4-67 has been amended to permit the fixing of said rate of 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00 and allows an additional penalty of 6% be collected against a delinquency in excess of \$10,000.00 on properties that fail to pay the delinquency prior to the end of the calendar year.

NOW, THEREFORE, BE RESOLVED, by the Mayor and Township Committee of the Township of Mansfield, County of Warren, State of New Jersey as follows:

- The Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of taxes becoming delinquent after due date and 18% per annum on any amount of taxes in excess of \$1,500.00 becoming delinquent after due date and if a delinquency is in excess of \$10,000.00 and remains in arrears beyond December 31st, an additional penalty of 6% shall be charged against the delinquency
- Effective January 1, 2016 there will be a ten (10) day grace period of quarterly tax payments made by cash, check or money order.
- Any payments not made in accordance with paragraph two of this resolution shall be charged interest from the due date as set forth in paragraph one of this resolution.
- This resolution shall be published in its entirety once in an official newspaper of the Township of Mansfield.
- A certified copy of this resolution shall be provided by the Township Clerk to the Tax Collector, Township Attorney and Township Auditor for the Township of Mansfield.

Mr. Misertino moved resolution 2016-10 for adoption, Mayor Kocher seconded the motion.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

RESOLUTION 2016-11

RESOLUTION AUTHORIZING THE TAX COLLECTOR TO CONDUCT A TAX LIEN SALE

WHEREAS, there remains on the records and books of the Township of Mansfield delinquent taxes, water and other municipal charges owing as of December 31, 2016; and

WHEREAS, the statutes of the State of New Jersey expressly N.J.S.A.54:5 et seq, provide for the enforcement and collection of such delinquencies through a tax lien sale; and

WHEREAS, the Tax Collector is empowered by statute to conduct and preside over the sale of the liens.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield that the Tax Collector is hereby authorized to conduct the annual tax sale of prior year delinquencies on or before December 31, 2016.

Mr. Clancy moved resolution 2016-11 for adoption, Mayor Kocher seconded the motion.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

RESOLUTION 2016-12

RESOLUTION SMALL BALANCE CANCELLATION

WHEREAS, the Governing Body of the Township of Mansfield finds and declares that N.J.S.A. 40A:5-17-1 empowers authorized municipal employees to process the cancellation of tax refunds and or delinquencies of less than Five (\$5.00) Dollars, and

WHEREAS, the Governing Body further finds and declares that the Municipal Tax Collector is qualified to process the cancellation of tax refunds and/or delinquencies of less than Five (\$5.00) Dollars, and

WHEREAS, the Governing Body further finds and declares that it is in the best interest of the citizens of the Township of Mansfield for the Municipal Tax Collector to be authorized to process the cancellation of tax refunds and/ or delinquencies of less than Five (\$5.00) Dollars in accordance with N.J.S.A. 40A:5-17-1;

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Township of Mansfield that the Municipal Tax Collector is hereby authorized to process the cancellation of tax refunds or delinquencies of less than Five (\$5.00) Dollars during the calendar year of 2016 in accordance with N.J.S.A. 40A:5-17-1 .

Mr. Clancy moved resolution 2016-12 for adoption, Mr. Watters seconded the motion.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

RESOLUTION 2016-13

OFFICIAL NEWSPAPER

BE IT RESOLVED, that the Star-Gazette and Express Times be designated as official newspapers for the Township of Mansfield for 2016.

Mr. Clancy moved resolution 2016-13 for adoption, Mayor Kocher seconded the motion.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

RESOLUTION 2016-14

LAND USE BOARD
CERTIFICATION OF SUBDIVISION OF LANDS

BE IT RESOLVED, that office of the Municipal Clerk, pursuant to the provisions of N.J.S.A. 40:55D-56, be appointed the official to issue certifications as to the approval of subdivisions of land or lands in the Township of Mansfield for 2016.

Mr. Clancy moved resolution 2016-14 for adoption, Mayor Kocher seconded the motion.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

RESOLUTION 2016-15

SUNSHINE LAW– MEETING DATES

BE IT RESOLVED, that the regular monthly meetings of the Township Committee be held on the 2nd and 4th Wednesday of each month at 7:30 p.m.

MANSFIELD TOWNSHIP COMMITTEE
SCHEDULE OF 2016 MEETINGS
LOCATION: MUNICIPAL BUILDING, 100 PORT MURRAY ROAD
PORT MURRAY, NEW JERSEY

DATE	TYPE OF MEETING	LOCATION	TIME
January 13	Regular Meeting	Meeting Room	7:30 p.m.
January 27	" "	" "	"
February 10	" "	" "	"
February 24	" "	" "	"
March 9	" "	" "	"
March 23	" "	" "	"
April 13	" "	" "	"
April 27	" "	" "	"
May 11	" "	" "	"
May 25	" "	" "	"
June 8	" "	" "	"
June 22	" "	" "	"
July 13	" "	" "	"
July 27	" "	" "	"
August 10	" "	" "	"
August 24	" "	" "	"
September 14	" "	" "	"
September 28	" "	" "	"
October 12	" "	" "	"
October 26	" "	" "	"
November 9	" "	" "	"
November 22	" "	" "	"
December 14	" "	" "	"
December 28	" "	" "	"

Note: Caucus Work Session held at 7:15 p.m. in the meeting room and immediately following the completion of the regular meeting.

Mayor Kocher moved resolution 2016-15 for adoption, Mrs. Korczukowski seconded the motion.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

RESOLUTION 2016-16

RESOLUTION AUTHORIZING THE TAX ASSESSOR AND LEGAL COUNSEL
TO FILE AND PROSECUTE ROLL BACK TAX COMPLAINTS,
COMPLAINTS TO CORRECT ERRORS IN ASSESSMENTS AND
COMPLAINTS FOR ADDED/OMITTED
ASSESSMENTS AS THE CASE MAY BE FOR 2016

WHEREAS, the County Tax Board has issued a ruling requiring a Resolution by the Mayor and Township committee or Council of each municipality of the County of Warren by its Administrator, Melissa Pritchett; and

WHEREAS, the Administrator requires that the Mayor and Members of the Governing Body of each municipality in the County of Warren, in order to file Municipal roll back complaints, correct errors or file added, omitted and added/omitted complaints, adopt a resolution allowing the Assessor in the Municipality and the Municipal Attorney or any member of the firm, to file and prosecute said complaints.

NOW, THEREFORE, BE IT RESOLVED, on this 1st day of January 2016 by the Township Committee of the Township of Mansfield, in the county of Warren and State of New Jersey, that Bernard Murdock, as Tax Assessor for the Township of Mansfield, the Municipal Attorney, Michael Lavery, as Attorney for the township, are hereby authorized to file, prosecute, defend, stipulate, modify, agree upon and otherwise perform the duties which are required of said Assessor and Attorney, in the process of prosecution and/or filing of said Roll Back Tax Complaints, complaints to correct errors in assessments, for added assessments, omitted assessments and added/omitted assessments in 2016 and defending or settling all 2016 local property tax appeals.

BE IT FURTHER RESOLVED, that the Municipal Clerk be and the same is hereby directed to provide a true copy of this Resolution to the Warren County Board of Taxation, 202 Mansfield Street, Belvidere, New Jersey 07823.

Mr. Watters moved resolution 2016-16 for adoption, Mayor Kocher seconded the motion.

RESOLUTION NO. 2016-17

A RESOLUTION ESTABLISHING THE RATE FOR OUTSIDE EMPLOYMENT OF OFF-DUTY POLICE

WHEREAS, the Code of the Township of Mansfield provides for a rate of payment of police coverage in quasi-public matters under Article 2 Section 2-20.9 b; and

WHEREAS, the rate established therein may be changed from time to time by resolution of the Township Committee, and

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey that the charge for quasi-public services shall be paid as follows:

Uniformed Police Officer	\$67.25 per hour
Administrative Costs	\$25.75 per hour

The applicant for such services shall deposit sufficient funds to cover costs in advance which will be kept in escrow with the Chief Financial Officer and any balance refunded upon written request on proscribed form.

Mr. Watters made a motion to approve the passage Resolution 2016-17, which was seconded by Mrs. Korczukowski.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

RESOLUTION # 2016 –18

A RESOLUTION CONTINUING AUTHORIZATION FOR THE REIMBURSEMENT OF ONE FOURTH THE COSTS OF
MEDICAL BENEFITS TO ELIGIBLE EMPLOYEES WAIVING COVERAGE

TOWNSHIP OF MANSFIELD

WARREN COUNTY, STATE OF NEW JERSEY

WHEREAS, all full-time employees of the Township of Mansfield working 35 or more hours per week and part-time employees who are regularly scheduled to work 25 hours or more per week are eligible to receive medical benefits; and

WHEREAS, medical benefits include medical insurance;

WHEREAS, some employees may experience an unwanted duplication of benefits;

WHEREAS, those employees with duplication may seek to waive insurance coverage and be reimbursed up to one-fourth of the cost for same; and

NOW THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Mansfield, County of Warren, New Jersey, the Chief Financial Officer will pay through payroll, subject to inclusion on Federal W-2 Wage and Tax Statement, an amount equal to one-fourth (25%) of the Township's cost (calculated as the cost of the medical benefit, minus the employee's contribution) to provide the plan type the employee qualifies for (i.e. Family, Single, Parent/Child, Husband/Wife). Employees waiving coverage after May 21, 2010 are limited to a maximum \$ 5,000.00 per year reimbursement.

BE IT FURTHER RESOLVED, that the said payment will be made through the bi-weekly payroll of every month for a total twenty-six (26) payments per year.

Mr. Misertino made a motion to approve the passage of Resolution 2016-18, which was seconded by Mr. Watters.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

RESOLUTION # 2016 –19

AUTHORIZATION FOR CHIEF FINANCIAL OFFICER TO ISSUE CERTAIN CHECKS
& REMIT PAYROLL TAXES

WHEREAS, it is necessary for certain remittances to be paid to the State of New Jersey for pension, State Income tax deductions and to the appropriate agencies for Federal and other State Income Tax deductions, Social Security deductions, Wage Executions ordered by the Court, and to the appropriate entity for other voluntary payroll deductions;

WHEREAS, it is the intent of the Township Committee to pay the above at the required intervals;

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, as follows:

That the Chief Financial Officer be and is hereby authorized to:

- Transfer sufficient funds from Current Fund to the Payroll Account.

- Transfer sufficient funds from the Payroll Account to the Payroll Agency Account
- Remit Federal withholding and Social Security Taxes and New Jersey State Income Tax deductions by Electronic Funds Transfer, as required by applicable law.

Mr. Watters made a motion to approve the passage of Resolution 2016-19, which was seconded by Mr. Clancy.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

**RESOLUTION 2016-20
DEBT SERVICE
TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY**

WHEREAS, N.J.S. 40A: 4-19 provides authority for appropriating in a temporary resolution the permanent debt service for the coming fiscal year providing that such resolution is not made earlier than December 20th of the year proceeding the beginning of the fiscal year; and

WHEREAS, principal and interest will be due on various dates from January 1, 2016 to December 31, 2016, inclusive, on sundry bonds issued and outstanding:

NOW, THEREFORE, BE IT RESOLVED, that the following appropriations be made to cover the period from January 1, 2016 to December 31, 2016, inclusive:

DEBT SERVICE – TOWNSHIP OF MANSFIELD

Bond Interest	\$ 39,072.38
Note Interest	\$ 4,218.67

Mr. Clancy made a motion to approve the passage of Resolution 2016-20, which was seconded by Mayor Kocher.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

**RESOLUTION 2016-21
A RESOLUTION TO APPROPRIATE A TEMPORARY BUDGET FOR 2016
TOWNSHIP OF MANSFIELD
WARREN COUNTY, State Of New Jersey**

WHEREAS, N.J.S. 40 A: 4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2016 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

WHEREAS, the date of this resolution is within the first thirty days of January 1, 2016; and

WHEREAS, the total appropriations in the 2015 budget, exclusive of any appropriations made for interest and

debt redemption charges, capital improvement fund and public assistance, is the sum of \$ 5,270,628.00; and

WHEREAS, 26.25% of the total appropriations in the 2015 budget, exclusive of any appropriations made for interest and debt charges, capital improvement fund and public assistance in said 2015 budget is the sum of \$ 1,383,539.85.

NOW, THEREFORE, BE IT RESOLVED, that the following appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for their records:

TEMPORARY APPROPRIATIONS – 2016

Salaries and Wages	\$ 740,000.00
Other Expenses	\$ 630,000.00

Mrs. Korczukowski made a motion to approve the passage of Resolution 2016-21, which was seconded by Mr. Misertino.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

RESOLUTION # 2016-22

TO AUTHORIZE AND APPROVE SALARIES AND WAGES FOR CERTAIN EMPLOYEES

WHEREAS, Ordinance Numbers 2015-1 established the salaries and wages for the employees of the Township of Mansfield, County of Warren,

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren that the following named employees shall be compensated for the year 2016, unless otherwise noted, in the amount as designated below:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Anthony Sillett	Police Sergeant	\$ 93,240.00
Keith Beam	Machine Operator	\$ 53,719.59
John Tate	Machine Operator	\$ 53,719.59
Harry Appleby, Jr.	Machine Operator	\$ 53,719.59
Edward Watters	Machine Operator	\$ 53,719.59
Keith Beam	Recycling Attendant	\$ 35.18/Hr.
John Tate	Recycling Attendant	\$ 35.18/Hr.
Harry Appleby, Jr.	Recycling Attendant	\$ 35.18/Hr.
Edward Watters	Recycling Attendant	\$ 35.18/Hr.

Mr. Clancy made a motion to approve the passage of Resolution 2016-22, which was seconded by Mayor Kocher.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

RESOLUTION 2016-23

**TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY
ASSESSMENT ERROR BLOCK 804.01 LOT 9.03**

WHEREAS, the Tax Assessor of the Township of Mansfield has advised the Committee that the property identified as Block 804.01, Lot 9.03 has been charged an added assessment and an omitted assessment placed on the property for the years 2014, 2015, and 2016 in error;

WHEREAS, the Tax Assessor has notified the Township Committee that the added and omitted assessments will be removed from the property;

WHEREAS, the added and omitted assessment bills generated should be cancelled for the years 2014, 2015, and 2016. The amounts of said bills are \$2,716.16, \$2,629.96, \$679.04, and \$679.04, totaling \$6,704.20 and any interest that may have accrued.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield this 1st day of January 2016, that the Tax Collector is authorized to cancel the above referenced bills.

Mrs. Korczukowski made a motion to approve the passage of Resolution 2016-23, which was seconded by Mayor Kocher.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

RESOLUTION 2016-24

TOWNSHIP OF MANSFIELD

WARREN COUNTY, NEW JERSEY

WHEREAS, there exists a need for the service of a Municipal Auditor in the Township of Mansfield for auditing services and advice to the Mayor and Township Committee; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:1 1-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, in the County of Warren as follows:

1. The agreement with Thomas Ferry with the law office of Ferraioli, Wielkotz, Cerullo, & Cuva, P.A. is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:1 1-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law. A copy of the Agreement is on file for inspection with the Clerk of the Township of Mansfield.

2. A notice of this action shall be printed once in the Star-Gazette.

Mr. Watters made a motion to approve the passage of Resolution 2016-24, which was seconded by Mayor Kocher.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

RESOLUTION 2016-25

TOWNSHIP OF MANSFIELD

WARREN COUNTY, NEW JERSEY

WHEREAS, there exists a need for the service of a Bond Council in the Township of Mansfield for auditing services and advice to the Mayor and Township Committee; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:1 1-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, in the County of Warren as follows:

1. The agreement with John Draikiwicz with the law office of Gibbons, P.C. is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:1 1-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law. A copy of the Agreement is on file for inspection with the Clerk of the Township of Mansfield.
2. A notice of this action shall be printed once in the Star-Gazette.

Mr. Watters made a motion to approve the passage of Resolution 2016-25, which was seconded by Mr. Clancy.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

RESOLUTION 2016-26

OFFICIALS AUTHORIZED TO SIGN CHECKS AND WARRANTS

BE IT RESOLVED, that each check and warrant of the Township be signed by two of the following and that they hereby are authorized to sign same.

1. Mayor, Shirley Kocher
2. Township Clerk, Dena Hrebenak
3. Chief Financial Officer, Charles Daniel
4. Deputy Treasurer, JoAnn Fascenelli

Mr. Misertino moved to approve the passage of Resolution 2016-06, Mr. Watters seconded the motion.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

ORDINANCE

First Reading

Mayor Kocher introduced Ordinance 2016-01 by title only;

ORDINANCE # 2016-01

AN ORDINANCE TO PROVIDE FOR AND DETERMINE THE SALARIES FOR CERTAIN EMPLOYEES OF THE TOWNSHIP OF MANSFIELD AND THE METHOD OF PAYMENT OF SUCH SALARIES AND

BE IT ORDAINED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey as follows:

SECTION 1, The salaries per annum of rates of compensation of the following employees of the Township of Mansfield are determined to be as follows:

POSITION	SALARY RANGE		
Judge	\$33,817	-	\$94,500
Court Administrator	\$43,479	-	\$82,000
Deputy Court Administrator	\$25,000	-	\$60,550
Police Secretary	\$22,000	-	\$40,750

Mr. Misertino made a motion to approve the introduction of Ordinance 2016-01 and asked that the public hearing be held on February 10, 2016 at 8:00pm, which was seconded by Mrs. Korczukowski.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

ORDINANCE NUMBER CA – 2016-01

AN ORDINANCE OF THE TOWNSHIP OF MANSFIELD, WARREN COUNTY, NEW JERSEY, APPROPRIATING \$13,616.44 FOR THE ACQUISITION AND THE INSTALLATION OF CARPET IN THE UPPER LEVER OF THE TOWNSHIP ADMINISTRATIVE BUILDING.

WHEREAS, there is a need for new wall to wall carpet in the upper level of the Township Administrative Building due to normal wear and tear;

BE IT ORDAINED, by the Township Committee of the Township of Mansfield, Warren County, New Jersey, as follows:

1. The amount of \$ 13,616.44 is hereby appropriated from a reserve for improvements to municipal property in the general capital fund.
2. There is no debt incurred by this Ordinance.
3. This ordinance shall take effect immediately after final passage, approval and publication as provided by law.

Mr. Watters made a motion to approve the introduction of Capital Ordinance 2016-01 and asked that the public hearing be held on February 10, 2016 at 8:00pm, which was seconded by Mr. Clancy.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

Mr. Clancy made a motion to adjourn the regular meeting at 11:03 am, and go into the Reorganization Meeting of the Township of Mansfield Board of Health, seconded by Mr. Watters.

MANSFIELD TOWNSHIP BOARD OF HEALTH
REORGANIZATION MEETING
JANUARY 1, 2016

This is the Reorganization Meeting of the Mansfield Township Board of Health.

The notice requirements of the law have been satisfied for this meeting by notice to Star-Gazette and the Express Times, of the time, date and location thereof. Notice was also posted on the bulletin board located in the Municipal Building.

The Mansfield Township Board of Health shall not hold regularly scheduled meetings and shall call them only as the need requires and shall meet at the Municipal Building, 100 Port Murray Road, Port Murray, New Jersey

Mayor Kocher called the meeting to order at 11:03 a.m.

ROLL CALL: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Mrs. Kocher appointed herself, Chairperson of the Board of Health and Dena Hrebenak, Secretary of the Board of Health for the year 2016, which was seconded Mrs. Korczukowski.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

HEALTH OFFICER:

Mayor Kocher appointed Michael Deehan, M.D., as Health Officer of the Township of Mansfield for the year 2016. This is a non-salary position.

Mr. Clancy moved to concur with said appointments, which was seconded by Mr. Watters.

Ayes – Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

Abstained – None

Nay – None

Absent – None

RESOLUTION BOH 2016-01
BOARD OF HEALTH
OPEN PUBLIC MEETINGS ACT
Chapter 231, P.L. 1975

WHEREAS, the legislature has adopted the Open Public Meetings Act, Chapter 231, P.L. 1975, which became effective on January 9, 1976; and

WHEREAS, the Board of Health of the Township of Mansfield being desirous of continuing to keep the public informed of its activities and to comply with the requirements of the aforesaid Act.

NOW, THEREFORE, BE IT RESOLVED:

- In accordance with Section 13 of the Act, the Board of Health of the Township of Mansfield hereby announces that it shall not hold regularly scheduled meetings and shall call them only as need requires and shall meet at the Municipal Building, 100 Port Murray Road, Port Murray, New Jersey.
- In accordance with Section 13 of the Act, the newspapers to which all notices required by the aforesaid Act are to be sent shall be any of the official newspapers of the municipality; Star-Gazette and the Express Times.
- The public place at which all notices shall be posted shall be the bulletin board situated in the Municipal Building.

Mr. Watters made a motion to approve the passage of BOH2016-01, which was seconded by Mr. Clancy.

Mayor Kocher moved to adjourn the Board of Health meeting at 11:06 am.

Return to regular meeting at 11:07am.

Roll Call: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Korczukowski, Mayor Kocher

There being no further business, it was moved by Mr. Clancy to adjourn the Reorganization Meeting at 11:07 a.m.

Dena Hrebenak
Municipal Clerk